

Video Transcript

Psychology: Introduction to eCampus, Part III

ecampus3.html (9 ½ minutes)

Let's look briefly at the COURSE DOCUMENTS folder. There are a number of documents here that you are responsible for having read before coming to class the day these issues are discussed. Further, all of your homework assignments are indicated in detail here. The ASSIGNMENTS folder does not allow me room to explain your assignment, so that is done here. When you go to submit your assignment, you must do so through the ASSIGNMENTS folder. Again, if you scroll down the ASSIGNMENT folder, you will see that each assignment has a VIEW COMPLETE ASSIGNMENT link. Click on that and follow the instructions.

Your SYLLABUS is the most important document that you will find in this class this semester. Read it carefully – you are responsible for the contents. I strongly encourage you to mark exam and assignment due dates on your calendars immediately – so that a deadline doesn't get past you. I do not accept late assignments. Please do not ask – you will not like the answer.

Your first homework assignment – the Learning Styles Survey – is due at the end of the second week of class. We will go over it in class, you can take the survey and then submit your results after that. Again, you are responsible for all of the material in this folder, it will appear on exams, as well as information from your textbook, and from lecture.

The EXAMS folder at the moment is empty. That is because your exams haven't been written yet. However, once they are, they will all be in this folder. All you will need to do is read the instructions and click on the links. Further details will be provided in your syllabus and in class.

APA STYLE & FORMAT: All assignments in this class and in your Psychology classes must be submitted in APA style and format. There is information here on writing a term paper. There is a document here that gives your format instructions for writing a term paper in APA style and format. There is a template for writing your term paper. There is also a template here for doing critiques. This will be further detailed in your syllabus and in class. There is a sample term paper to show you what a student's paper should look like and to give you something to which you can aspire.

Let's look at the EXTERNAL LINKS folder. There are a number of links here that will be very helpful to you. One of them is ASK A LIBRARIAN. This link will take you directly to the El Centro Librarians. You can contact them at any time – nights, weekends – holidays. They will get back to you as quickly as possible.

We have a number of eCampus tutorials that are available. Some of these are duplicated under the TRAINING & SUPPORT tab, but others are not. You need to watch each one of these videos. In order to watch a video, right-click on top of the link and then click OPEN IN NEW WINDOW. Watch the video and then close the video popup window.

Academic Search Complete is the database from which you'll draw all of your sources for your term paper. Ms. Baker detailed in her video on how to use the library databases, how to go about using this. If you have questions, please contact Ms. Baker or any of the El Centro College Reference librarians, or myself.

This last link will take you to the American Psychological Association's website and their Glossary. When you encounter psychological terms that are unfamiliar to you, go to this site, and there is a very high probability that you will find a definition here. If you do not, please contact me.

Let's look at the TELECOURSE videos folder. Telecourse videos accompany different chapters in the book. The videos at this web link are not in the same order as your chapters but if you will look below, you'll see that we have told you which videos correspond with which chapters in your book. These videos are not a substitute for reading the book or taking notes in lecture or studying your lecture or textbook notes. However, they are another presentation of the material and for many of you, that will be helpful. For those of you that are primarily visual learners, this may be the best chance you get!

Let's look at your TEXTBOOKS. You have two textbooks that are required. One is Laura King's *The Science of Psychology*. It is available in the Bookstore. There is a Study Guide that accompanies this textbook. You may purchase it if you wish, but I do not require you to do so. The secondary book is a list of similar articles across the spectrum of Psychology. Specific articles will be identified to accompany certain chapters.

How about COMMUNICATION? You need to click on the SEND EMAIL button and you have a number of possibilities here. You can email everyone in your class or your instructor or you can select individuals that you would like to email. This is a very safe way to communicate with either your instructor or your classmates because your email address will not be visible to anyone – your name only. Select the name(s) you wish to email by moving them to the Selected box, insert your Subject and your Message. You can attach documents or images. Once you are finished, click SUBMIT.

You'll notice a breadcrumb across the top of the screen. At any time you can "back track" by clicking anywhere on the breadcrumb trail.

Last, but not least, is the TOOLS folder. This is where you'll find the Digital Dropbox, a temporary storage area if you've forgotten a flash drive or disk to save to. A very important link is PERSONAL INFORMATION. The first time you enter eCampus each semester, click on Edit Personal Information to check if your information is accurate. Check your email address to make sure it is correct. This is the only way that your instructor can email you so please double-check to insure that the spelling is correct. Sometimes we've found email address with letters switched – hotmail appearing as hotmle or a period in the wrong spot.

Let's explore MY GRADES. This is where your assignment grades will appear. Details will also be provided. Total possible points are listed. When you submit a grade, a checkmark will appear under GRADE, acknowledging that you've submitted the assignment but also that it hasn't been graded yet. As soon as it has been graded, a grade will appear in this column.

The CALENDAR is where you can insert your assignments deadlines. I strongly encourage you to do this. You can use this Calendar for all of your classes. You can sort the Calendar by day, week and month. Make sure to enter the dates for your Exams!

Take time to explore under each of the folders. Please ask if you have any questions over eCampus.